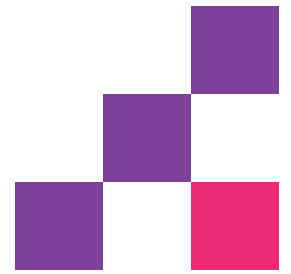


Workplace Violence Prevention – Resources for Prevention Procedures

Steps for Safety
Preventing Workplace Violence



Procedure Example	Document Name	Reference	Link
Working Alone	<ul style="list-style-type: none"> Working Alone – Working with Patients Working Alone – Off site 	<ul style="list-style-type: none"> CCOHS 	<ul style="list-style-type: none"> http://www.ccohs.ca/oshanswers/hsprograms/workingalone_patients.html http://www.ccohs.ca/oshanswers/hsprograms/workingalone_offsite.html
Transporting People and/or Goods	Assessment for Specific Risk: <ul style="list-style-type: none"> Transporting People and/or Goods (TG) Workplace transport safety 	<ul style="list-style-type: none"> OHSCO Health and Safety Executive 	<ul style="list-style-type: none"> www.labour.gov.on.ca/english/hs/pubs/wvps_toolbox/assess_tg.doc http://www.hse.gov.uk/pubns/indg199.pdf
Visitor Guidelines and Rules	<ul style="list-style-type: none"> Visiting Guidelines Guideline for Visitors 	<ul style="list-style-type: none"> Halton Healthcare Renfrew Victoria Hospital 	<ul style="list-style-type: none"> http://www.haltonhealthcare.on.ca/patients-and-visitors/visitor-information/visiting-guidelines.html https://www.renfrewhosp.com/documents/Patient%20Safety/Visitor%20Guidelines.pdf
Mobile Workplaces	Assessment for Specific Risk: <ul style="list-style-type: none"> Mobile Workplace (MW) 	<ul style="list-style-type: none"> Ontario Ministry of Labour 	<ul style="list-style-type: none"> http://www.labour.gov.on.ca/english/hs/pubs/wvps_toolbox/toolbox_4h.php
Handling cash, protecting or securing valuables	<ul style="list-style-type: none"> Guide for Handling and Transporting Cash Cash Handling 	<ul style="list-style-type: none"> Safe Work Australia Health & Safety Government of Yukon 	<ul style="list-style-type: none"> http://www.safeworkaustralia.gov.au/sites/swa/about/publications/pages/guide-handling-transporting-cash http://www.healthandsafety.gov.yk.ca/our-health-safety-system/safe-work-practices-and-safe-job-procedures/cash-handling
Managing workplace change	<ul style="list-style-type: none"> Managing Workplace Change Nursing Leadership 	<ul style="list-style-type: none"> Knoll Workplace Research Longwoods 	<ul style="list-style-type: none"> http://www.knoll.com/media/892/536/WP_ManagingChange.pdf http://www.longwoods.com/content/19286
Having performance management responsibilities	<ul style="list-style-type: none"> Performance Management Program Guide Performance Management: A Shared Commitment to Sustaining a Culture of High Performance—Manager’s and Supervisor’s Guide 	<ul style="list-style-type: none"> Treasury Board of Canada Secretariat 	<ul style="list-style-type: none"> http://www.tbs-sct.gc.ca/tou/pmc-dgr/pmpg-mpgr-eng.asp http://www.tbs-sct.gc.ca/tou/pmc-dgr/pmmsg-grggs-eng.asp

Procedure Example	Document Name	Reference	Link
Parking lot safety	<ul style="list-style-type: none"> Violence in the Workplace – Parking Lot Safety Parking Lot Safety 	<ul style="list-style-type: none"> CCOHS West Virginia University 	<ul style="list-style-type: none"> http://www.ccohs.ca/oshanswers/psychosocial/violence_parking_lot.html http://www.hsc.wvu.edu/safety/General-Safety/Parking-Lot-Safety.aspx
Preparing for Meetings	<ul style="list-style-type: none"> Meeting Process Recommendations Leadership Roles and Responsibilities in Meetings 	<ul style="list-style-type: none"> University of California Human Resources 	<ul style="list-style-type: none"> http://extension.ucdavis.edu/unit/common_ground/pdf/more_effective_meetings.pdf http://humanresources.about.com/od/leadership-roles-in-meetings/
Robbery Prevention	<ul style="list-style-type: none"> Preventing Violence, Robbery, and Theft Working Alone – Handling Money 	<ul style="list-style-type: none"> Work Safe BC CCOHS 	<ul style="list-style-type: none"> http://www.worksafebc.com/publications/health_and_safety/by_topic/assets/pdf/preventing_violence.pdf http://www.ccohs.ca/oshanswers/hsprograms/workingalone_money.html
Waiting areas	<ul style="list-style-type: none"> Critical Care Waiting Room 	<ul style="list-style-type: none"> WakeMed 	<ul style="list-style-type: none"> http://www.wakemed.org/body.cfm?id=629
Public transit safety	<ul style="list-style-type: none"> Passenger Etiquette & Safety Safety and Security 	<ul style="list-style-type: none"> Metro Transit BC Transit 	<ul style="list-style-type: none"> http://www.halifax.ca/metrotransit/passenger_safety.html http://www.transitbc.com/regions/sun/riderinfo/safety.cfm
Dealing with People Under the Influence	<ul style="list-style-type: none"> Caring for a person who is Intoxicated Substance Abuse in the Workplace 	<ul style="list-style-type: none"> Queensland Mind Essentials CCOHS 	<ul style="list-style-type: none"> http://www.health.qld.gov.au/mentalhealth/docs/intoxication.pdf http://www.ccohs.ca/oshanswers/psychosocial/substance.html
Dealing with Challenging and Responsive Behaviours	<ul style="list-style-type: none"> Prevention and management of aggression in health services Guidelines for Supporting Adults with Challenging Behaviors in Community Settings 	<ul style="list-style-type: none"> Government of Western Australia DMHDDAD 	<ul style="list-style-type: none"> http://www.commerce.wa.gov.au/sites/default/files/atoms/files/aggression_in_health_web.pdf http://mn.gov/mnddc/positive_behavior_supports/pdf/guidelines_supporting_adults_challenging_behaviors1.pdf
General Emergency Response	<ul style="list-style-type: none"> Guidelines: Code White Response Manor/Nursing Home Emergency Plan (Guide) 	<ul style="list-style-type: none"> WBC Government of PEI 	<ul style="list-style-type: none"> http://www2.worksafebc.com/pdfs/healthcare/code_white.pdf http://www.gov.pe.ca/photos/original/OPS-ManorPlan.pdf
Elevator Safety	<ul style="list-style-type: none"> Elevator Safety 		<ul style="list-style-type: none"> http://www.fm.uci.edu/ElevatorSafetyTips.pdf